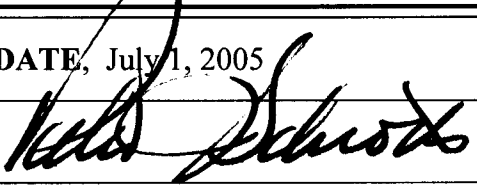




**AMENDMENTS TO THE PERSONNEL REGULATIONS
FOR THE COUNTY OF FAIRFAX, VIRGINIA**

TO:	All Holders of the Personnel Regulations	DATE: July 1, 2005
FROM:	Peter J. Schroth, Human Resources Director	
SUBJECT:	Personnel Regulations Update	
TRANSMITTAL NO.: 2- 2005	BOARD APPROVAL DATE: June 20, 2005 Chapters: 1, 2, 4, 5, 6, 7, and 10	

On June 20, 2005, the Board of Supervisors approved revisions to Chapters 1, 2, 4, 5, 6, 7, and 10 of the Personnel Regulations as summarized below:

Holiday Policy – Chapter 4 is amended to provide hour for hour holiday compensation for employees who are required to work on a County observed holiday. With this change, an employee who is required to work a 10 hour shift and who actually works on the observed holiday would receive 10 hours of holiday compensation rather than 8 hours. This change will not apply to employees who, at their option, are working compressed or alternative work schedules.

Extensions of Injury Leave – Chapter 10 is amended to provide authority to the department head or his or her designee to approve extensions of injury leave beyond 12 calendar months. Previously such extensions require the approval of the Human Resources Director.

Advance Sick Leave – Chapter 10 is amended to extend eligibility for advance sick leave when an employee must take leave for the serious disability of a parent or parent-in-law. Current provisions include only spouse and child.

Fair Labor Standards Act (FLSA) Overtime Eligibility – Chapters 2 and 4 are amended to reflect that hours on paid leave will now be included when determining an employee's eligibility for FLSA overtime. This extends to all employees the same consideration provided to fire protection personnel in 2001.

Veteran Status Consideration in Hiring – Chapters 1, 2, 5, 6, and 7 are amended to reflect that the County will now consider an applicant's status as a veteran in hiring policies and practices (limited to initial appointment only). Additional consideration will be given to veterans who have a service connected disability rating.

The current Personnel Regulations can be found on the Infoweb. Questions should be directed to the Employee Relations Division at 324-3495.